

Risk Assessment / Method Statement – New sites.

Project Scope:

Location issues: *Construction site, construction site personnel/public presence, adverse weather conditions, transport.*

Detail:

- Installed before work commences;
 - Infrastructure including chambers & ducting.
 - Joint box (footway or carriageway) containing network equipment e.g. Connectorised Block Terminal (CBT).
 - Internal fibre cable (EZ-Bend LSZH - Low Smoke Zero Halogen) pre-installed by developer from service point within Single Dwelling Unit – (SDU) to external termination point - Customer Service Point (CSP)
- Installation of splitter between Aggregation node (AGG node) & CBT.
- Individual fibre cables are distributed from the CBT to end SDU through existing ducting.
- Capping & CSP mounted on external wall of end user SDU.
- Cables fixed (clipped) on external wall to entry point into SDU.
- Existing & new fibre cables terminated in CSP.
- Optical Network Terminal (ONT) mounted internally (SDU) & pre-installed EZ-Bend cable terminated within ONT.

Hazard Identification and Risk Controls

Provided in the attached Risk Assessment.

Environmental Protection Measure:

Waste and spoil disposed of in the designated area or receptacle provided for waste.

Quality Control:

The installation will be checked on completion by inspection.

Welfare:

Construction site facilities to be utilised (pending site induction/permission), local knowledge of public welfare facilities beneficial.

Emergency Procedures:

Reference to instruction detailed within Map group (uk) vehicle pack.

Method

1. Effectively segregate working area to prevent unauthorised access.
2. Provide clear safe, alternative pedestrian routes if work area obstructs existing footway.
3. Break seal & partially raise chamber cover. Complete initial atmosphere test prior to removing chamber cover (three bleeps/20 seconds per bleep).
4. Safely & correctly remove chamber cover in accordance with required standard (SA002). Contain open chamber, chamber cover & equipment within segregated area.
5. Complete thorough atmosphere tests & continuously monitor (SA002).
6. If water is present within chamber, perform water test to determine category e.g. pure water, sewage etc. If volume is $<5m^3$ & is not deemed as polluted, then pump from chamber into carriageway drain/gutter or onto grass verge - continuously monitor. If volume is $>5m^3$ & is deemed as polluted, stop work & contact supervisor for tank disposal (Gully emptier). Reference 'test card' within water test kit.
7. Installation of splitter between Aggregation node (AGG node) & CBT.
8. Proof existing duct by drawing rope (pre-installed) to test fluidity of duct (unobstructed).
9. If a draw rope is not present, perform correct rodding procedure to test duct is unobstructed (K8).
10. If draw rope is lodged or hand rodding activities indicate an obstruction, replace chamber cover, remove equipment & refer job to Client FBC (Field Based Co-ordinator).
11. If ducting proves clear, utilise rod / rope following correct procedure (K8). Pull fibre cable from AGG node, through ducting to splitter. Perform same procedure from splitter & connect fibre cable to CBT. Terminate fibre cable in CSP at end user SDU. Mount capping & CSP on external wall of end user SDU.
12. Affix cable (clip) onto external wall to entry point into SDU.
13. Terminate existing & new fibre cables in CSP.
14. Mount Optical Network Terminal (ONT) internal (SDU) & terminate pre-installed EZ-Bend cable within ONT.
15. Test integrity of connections.
16. Replace chamber cover (SA002).
17. Disassemble SLG e.g. remove barriers.

	Name	Title	Date
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Authorised by	Matty Carlin	Director	15/08/2018

Likelihood			Consequence		
1	Very unlikely	1 in a million of hazardous event	1	Insignificant	No injury
2	Unlikely	1 in 100,000 of hazardous event	2	Minor	Minor injuries requiring first aid
3	Fairly likely	1 in 10,000 of hazardous event	3	Moderate	Up to 7 days absence
4	Likely	1 in 1,000 of hazardous event	4	Major	More than 7 days absence
5	Very likely	1 in 100 of hazardous event	5	Catastrophic	Death

LIKELIHOOD	CONSEQUENCES				
	1	2	3	4	5
5	5	10	15	20	25
4	4	8	12	16	20
3	3	6	9	12	15
2	2	4	6	8	10
1	1	2	3	4	5

□ Location / Activity ○ Hazard	➤ Who might be harmed, The Hazardous Event The Consequences	Controls	Risk Rating		
			L	C	R
<input type="checkbox"/> Carriageway / removing equipment from vehicle. <input type="checkbox"/> Traffic / Construction vehicles.	➤ Technician(s). ❖ Impact from passing vehicle. Catastrophic.	1. Construction site induction provided by developer. 2. Vehicle to be parked with side door (access to cargo hold) adjacent to the footway. 3. Mandatory high-visibility clothing to be worn at all times.	1	5	5
<input type="checkbox"/> Lifting operations e.g. Repositioning fixtures / fittings – End user SDU <input type="checkbox"/> Manual handling	➤ Technician(s). ❖ Inappropriate manual handling. Major musculoskeletal injury.	1. Technician to request end user reposition fixtures / fittings (induction / A16 – Safety – Managed install). 2. Manual handling training provided (induction). 3. TBT on manual handling provided at 1-year intervals. 4. Regular refresher training at 3 yearly intervals.	2	4	8
<input type="checkbox"/> Lifting operations e.g. carrying equipment / tooling. <input type="checkbox"/> Manual handling	➤ Technician(s). ❖ Inappropriate manual handling. Major musculoskeletal injury.	1. Manual handling training provided (induction). 2. TBT on manual handling provided at 1-year intervals. 3. Regular refresher training at 3 yearly intervals.	2	4	8
<input type="checkbox"/> Accessing / working on lower ground levels e.g. basement / cellar. <input type="checkbox"/> Vermin / Rodents.	➤ Technician(s). ❖ Infection. Major illness.	1. Leptospirosis awareness training included on induction & SA002 assessment. 2. Leptospirosis card issued on induction. Instructed that card must be carried at all times. 3. TBT on disease /awareness provided at 1-year intervals.	1	5	5
<input type="checkbox"/> Customer relations. <input type="checkbox"/> Irrational behavior – occupant / landlord.	➤ Technician(s). ❖ Assault. Catastrophic.	1. Threats & violence awareness included on induction. 2. TBT on threats & violence provided at 1-year intervals. 3. Company mobile telephone provided.	1	5	5
<input type="checkbox"/> Condition of premises. <input type="checkbox"/> Sharps.	➤ Technician(s). ❖ Infection. Major illness.	1. Technician training on surveying area / needle stick injuries / discarded sharps / disease & infection - provided on induction. 2. Sharps hotline number provided to technician on induction & at regular intervals via TBT. 3. TBT on needle stick injuries / precautions provided at 1-year intervals.	2	4	8
<input type="checkbox"/> Condition of premises. <input type="checkbox"/> Soiled nappies / human & animal faeces.	➤ Technician(s). ❖ Infection. Major illness.	1. Technician training on entry to customer premises / surveying area / disease & infection - provided on induction. 2. TBT on customer premises provided at 1-year intervals.	1	4	4
<input type="checkbox"/> Pushing / pulling activities e.g. pulling cables. <input type="checkbox"/> Manual handling.	➤ Technician(s). ❖ Inappropriate manual handling. Major musculoskeletal injury.	1. Specific manual handling training provided (technician assessments). 2. Regular refresher training at 3 yearly intervals.	2	4	8

□ Location / Activity ○ Hazard	➤ Who might be harmed, ❖ The Hazardous Event The Consequences	Controls	Risk Rating		
			L	C	R
□ Accessing / working on underground services. ○ Electricity.	➤ Technician(s). ❖ Contact with live conductors. Catastrophic.	1. Approved / Insulated tooling. 2. Voltage detection equipment (pen) provided.	1	5	5
□ Accessing / working on underground services. ○ Gas.	➤ Technician(s). ❖ Explosive atmosphere. ❖ Oxygen deficient atmosphere. Catastrophic.	1. Calibrated Gas Detection Unit (GDU) provided. 2. Gas testing / monitoring - GDU usage / training provided on induction & at regular intervals – SA002 assessment. 3. Utility provider contact number available on request (supervisor).	2	5	10
□ Accessing / working on underground services. ○ Sharps.	➤ Technician(s). ❖ Infection. Major illness.	3. Technician training on surveying area / needle stick injuries / discarded sharps / disease & infection - provided on induction & technician assessments (SA002). 4. Sharps hotline number provided to technician on induction & at regular intervals via TBT. 5. Regular refresher training on removal of chamber cover / surveying (sweep) work area via TBT / practical assessments (SA002).	2	4	8
□ Accessing / working on underground services. ○ Venomous insects.	➤ Technician(s). ❖ Stung / bitten by venomous insect. Minor injury.	1. Training / instruction involving: Leaving undisturbed / gathering photographic evidence (insect) / seeking medical advice. 2. Refresher training.	1	2	2
□ Accessing / working on underground services. ○ Rodents / Vermin.	➤ Technician(s). ❖ Infection. Major Illness.	1. Leptospirosis awareness training included on induction & SA002 assessment. 2. Leptospirosis card issued on induction. Instructed that card must be carried at all times. 3. TBT on disease /awareness provided at 1-year intervals.	1	5	5
□ Accessing / working on underground services. ○ Exposed chamber.	➤ Technician(s). ➤ General public. ❖ Falling into chamber. Major injury.	1. Training provided on safe removal of chamber cover / guarding exposed chamber. Technician assessments on safety underground (SA002). 2. Gate guards / barriers provided. 3. Sandbags issued for adverse weather conditions i.e. wind. 4. Refresher training provided at regular intervals.	2	5	10
□ Accessing / working on underground services. ○ Silted / flooded chamber.	➤ Technician(s). ❖ Infection. Major illness.	1. Training / instruction provided on safety underground assessment (SA002) i.e. identification of pure & polluted water. 2. Instruction provided on removing excess water from chamber (SA002). 3. Water test kit provided. 4. If chamber is 'silted' then advised to inform supervisor & request civils cleanse . 5. If flooded & volume is >5m ³ & is deemed as polluted, stop work & contact supervisor for tank disposal (Gully emptier).	1	4	4

□ Location / Activity ○ Hazard	➤ Who might be harmed, ❖ The Hazardous Event The Consequences	Controls	Risk Rating		
			L	C	R
<input type="checkbox"/> Accessing / working on underground services. <input type="checkbox"/> Lifting / removal of chamber cover.	➤ Technician(s). ❖ Inappropriate manual handling. Major musculoskeletal injury. Major crush injury - foot / hand.	1. Manual handling training provided (induction). 2. Training provided on safe removal of chamber cover (induction). Technician assessments on safety underground (SA002). 3. Correct chamber cover removal keys / associated equipment provided. 4. PPE provided e.g. steel toe capped footwear. 5. On site manual handling training. 6. Regular refresher training at 3 yearly intervals.	2	4	8
<input type="checkbox"/> Accessing / working on underground services. <input type="checkbox"/> Cable.	➤ Technician(s). ➤ General public. ❖ Slip / trip / fall over cable. Major injury.	1. Retain cable within working area (K8). 2. SLG provided e.g. gate guards / barriers. 3. Regular refresher training at 3 yearly intervals.	2	4	8
<input type="checkbox"/> Underground Chamber / Confined Space working <input type="checkbox"/> Gas <input type="checkbox"/> Unsecured chamber ladders <input type="checkbox"/> Flooding	➤ Technician ❖ Explosive / oxygen deficient atmosphere ❖ Falls from height ❖ Drowning Catastrophic Catastrophic injury Catastrophic	1. NC2 City & Guilds Medium/high risk confined space training 2. Refresher confined space training every 2 years 3. Correct confined space equipment available (tripod, winch, harness, escape set, walkie talkies) 4. Calibrated GDU provided 5. Gas testing/GDU usage training provided in induction and at regular intervals. 6. Utility provider phone number supplied to technician. 7. Permit to Work completed before all confined space work	2	5	10
			3	5	15
			2	5	10
<input type="checkbox"/> Utilising power tools. <input type="checkbox"/> Electricity.	➤ Technician(s). ❖ Contact with live conductors. Catastrophic.	1. Detection equipment provided / utilised. 2. Training / assessments – operation of detection equipment (induction / A16). 3. Training / assessments - visual inspection / survey of area prior to drilling activities (induction / A16). 4. Refresher training provided at regular intervals.	1	5	5
<input type="checkbox"/> Utilising air compressor. <input type="checkbox"/> Noise.	➤ Technician(s). ❖ Excessive exposure. Industrial noise induced deafness.	1. PPE provided e.g. Hearing protection. 2. Compressor utilised for Minimal duration. 3. Compressor not sited immediately adjacent to work area.	2	3	6
<input type="checkbox"/> Utilising air compressor. <input type="checkbox"/> Fuel.	➤ Technician(s). ❖ Fire / Explosive atmosphere. Catastrophic.	1. Reserve fuel stored securely in sealed containers. 2. Reserve fuel containers fitted with appropriate funnel (minimise spill). 3. Spill kit provided & spillage / containment procedure document available within vehicle pack.	1	5	5

<input type="checkbox"/> Location / Activity <input type="radio"/> Hazard	➤ Who might be harmed, ❖ The Hazardous Event The Consequences	Controls	Risk Rating		
			L	C	R
<input type="checkbox"/> Utilising air compressor. <input type="radio"/> Fuel.	➤ Technician(s). ❖ Contact with fuel. Skin irritation.	1. PPE provided e.g. Hand protection. 2. Hand wipes / paper towel provided.	1	3	3
<input type="checkbox"/> Circumnavigate construction site. <input type="radio"/> Construction vehicles.	➤ Technician(s). ❖ Impact from passing vehicle. Catastrophic.	1. Construction site induction provided by developer. 2. Mandatory high-visibility clothing & PPE to be worn at all times. 3. Utilise designated footways.	1	5	5
<input type="checkbox"/> Working activities in vicinity of scaffolding. <input type="radio"/> Falling objects e.g. equipment, tools, personnel.	➤ Technician(s). ❖ Impact from falling object. Catastrophic.	1. Construction site induction provided by developer. 2. Mandatory high-visibility clothing & PPE to be worn at all times – Safety helmet. 3. Ensure scaffold inspections have been performed prior to commencing working activities in the vicinity of scaffolding. 4. Inform all scaffold personnel of any working activities below or in the vicinity of the scaffold. 5. Plan working activities in the absence of scaffold personnel.	1	5	5
<input type="checkbox"/> Working activities in vicinity of general public. <input type="radio"/> Threats & violence.	➤ Technician(s). ❖ Assault. Catastrophic.	1. Threats & violence awareness included on induction. 2. TBT on threats & violence provided at 1-year intervals. 3. Company mobile telephone provided.	1	5	5

Review date	Carried out by:	Major Changes
01/10/2019	Lee Meek	None
09/10/2020	Lee Meek	Changed all A9 references to SA002
08/10/2021	James Alderson	None

Date of next review: 01/10/2022